

FAIRFAX COUNTY

DEPARTMENT OF PURCHASING & SUPPLY MANAGEMENT
12000 Government Center Parkway, Suite 427
Fairfax, Virginia 22035-0013

www.co.fairfax.va.us/dpsm

V I R G I N I A

Telephone: (703) 324-3201 Fax: (703) 324-3228 TTY 1-800-828-1140

NOV 01 2002

Manpower International, Inc.
3998 Fair Ridge Drive, #210
Fairfax, Virginia 22030

Attention: Gloria J. Michael, Branch Manager

Subject: Acceptance of Contract Award

Reference: RFP02-587670-16; Temporary Clerical Services

ACCEPTANCE AGREEMENT

Award is hereby made on October 31, 2002, to Manpower International, Inc. for the term from November 1, 2002 through October 31, 2003 for Temporary Clerical Services in accordance with:

- 1) This Acceptance Agreement;
- 2) The terms and conditions of RFP02-587670-16;
- 3) Awarded all categories.
- 4) Memorandum of Negotiations executed as of this date.
- 5) This contract hereafter shall be known as BL02-587670-16B

Other representations:

This is not an order; Purchase Order or other notice to proceed will follow. An original Certificate of insurance, as described in Paragraph 20 of the Special Provisions, is required within ten (10) days of contract award. All prior representations and additional or inconsistent oral or written statements are superceded, null and void. Contract award documents may be viewed on the Department of Purchasing and Supply Management website at fairfaxcounty.gov/dpsm/contracts.htm.

County Purchasing Agent:


Cathy Muse, CPPO



FAIRFAX COUNTY

ORIGINAL
DEPARTMENT OF PURCHASING & SUPPLY MANAGEMENT
12000 GOVERNMENT CENTER PARKWAY, SUITE 427
FAIRFAX, VIRGINIA 22035-0013

www.fairfaxcounty.gov/dpsm

VIRGINIA

TELEPHONE: (703) 324-3201 FAX: (703) 324-3223 TTY: 1-800-828-1140

ISSUE DATE MAY 30, 2002	REQUEST FOR PROPOSAL NUMBER: RFP02-587670-16	FOR: TEMPORARY CLERICAL SERVICES
AGENCY: VARIOUS	DATE/TIME OF CLOSING: JUNE 27, 2002/3:00 P.M.	CONTRACT ADMINISTRATOR: LONNETTE ROBINSON AT 703-324-3281; email to lrobin@fairfaxcounty.gov

Proposal - In accordance with the following and in compliance with all terms and conditions, unless otherwise noted, the undersigned offers and agrees, if the proposal is accepted, to furnish items or services for which prices are quoted, at the price set opposite each item, delivered or furnished to designated points within the time specified. It is understood and agreed that with respect to all terms and conditions accepted by Fairfax County the items or services offered and accompanying attachments shall constitute a contract.

NOTE: Fairfax County does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, §22-434.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment in the performance of its procurement activity.

NAME AND ADDRESS OF FIRM:

Telephone/Fax No.: 703-273-8992 / 703-273-8996

Manpower International Inc.

E-Mail Address: fairfax.va@na.Manpower.com

3998 Fair Ridge Drive #210

VA State Contractor's License
No.: n/a

Fairfax, Virginia 22030

Federal Social Security No.: 39-1836586 Fed Tax Number

Prompt Payment Discount: n/a % for payment within _____ days/net
_____ days

Fairfax License Tax No.: 0225954

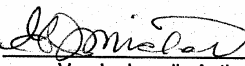
CHECK ONE: ☐ INDIVIDUAL

☐ PARTNERSHIP ☒ CORPORATION

State in which Incorporated: Delaware

7-9-02

Date


Vendor Legally Authorized
Signature

Gloria J. Michael/Branch Manager
Print Name and Title

n/a

Secretary

By signing this proposal, Offeror certifies, acknowledges, understands, and agrees to be bound by the conditions set forth in Paragraph 64 of the General Conditions and Instructions to Bidders, regarding financial disclosure requirements.

Sealed proposals subject to terms and conditions of this Request for Proposal, will be received at 12000 Government Center Parkway, Suite 427, Fairfax, Virginia 22035 until time/date specified above for furnishing items or services delivered or furnished to specified destinations within the time specified or stipulated by the offeror.

AN EQUAL OPPORTUNITY PURCHASING ORGANIZATION

**Memorandum of Negotiations for BL02-587670-16B
Temporary Clerical Services**

The Fairfax County (hereinafter called the County) and Manpower International, Inc. (hereinafter called the Contractor) hereby agrees to the following in execution of Contract BL02-587670-16B.

The Contract shall include the following:

- The Request for Proposal (RFP), as issued to include Addendum No. 1 and 2
- Manpower International, Inc.'s Technical and Business Proposals dated July 9, 2002
- This Memorandum of Negotiations
- Any subsequent amendments to the contract mutually agreed upon in writing between the County and Manpower International, Inc.

The following provision is to be incorporated in the Contract:

WORK ORDERS

1. What are the normal working hours and is there 24 hour service?
The normal working hours are 8am to 5:30pm Monday through Friday. An answering machine receives messages from 5:30pm to 8am Monday through Friday and 24 hours Saturday and Sunday.
2. Same-day work orders-- How long for the temp to be on-site?
Within one hour to one and a half hours the temporary will be on-site.
3. If an order cannot be filled--How long before the agency is notified?
One hour.

TEMPORARY EMPLOYEE REPLACEMENT AND EVALUATION

1. Unplanned absenteeism of a temporary assigned to a County agency--Will temp contact Manpower before work begins? How long for a replacement to be on-site?

The temporary leaves a message for Manpower by 8am if the temporary is going to be absent. Manpower will call the agency immediately upon receiving the message and determine from the agency if a replacement is requested. The replacement would be dispatched within one hour to one and a half hours. Messages are also retrieved by Manpower staff prior to 8am.

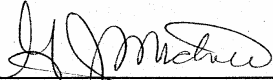
2. Replacement of a temporary—replacement for any reason or just unsatisfactory performance?
The agency may request a replacement at any time.

Manpower does not bill for unsatisfactory labor that is promptly reported to them. Just unsatisfactory labor? What is promptly? Is there a cap on the billing credit?

Manpower would not bill for unsatisfactory work performance. Promptly-reported to Manpower within the first 8 hours of the first day of the assignment. Cap-8 hours as per agreed upon hourly bill rate.

DPSM OCT30'02AM10:32

Accepted by:



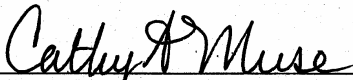
Gloria J. Michael, Branch Manager
Manpower International, Inc.

10/28/02
Date



Peter J. Schroth, Director
Fairfax County Human Resources

10-31-02
Date



Cathy A. Muse, CPPO, Director
Department of Purchasing & Supply Management

11/7/02
Date

APPENDIX B
RFP02-587670-16

COG Rider for Additional Jurisdictions

REFERENCE PARAGRAPH 31 OF THE SPECIAL PROVISIONS, "BIDDERS AUTHORIZATION TO EXTEND CONTRACTS":

<u>YES</u>	<u>NO</u>	<u>JURISDICTIONS</u>	<u>YES</u>	<u>NO</u>	<u>JURISDICTIONS</u>
	<u>X</u>	Alexandria Public Schools		<u>X</u>	Madison County Public Schools
	<u>X</u>	Alexandria Sanitation Authority	<u>X</u>		Manassas Park Public Schools
	<u>X</u>	Alexandria, Virginia	<u>X</u>		Manassas, Virginia
	<u>X</u>	Arlington County, Virginia	<u>X</u>		Manassas City Public Schools
	<u>X</u>	Arlington Public Schools			Maryland-National Capital Park & Planning Commission
	<u>X</u>	Bowie, Maryland		<u>X</u>	Metropolitan Washington Airports Authority
	<u>X</u>	Charles County, Maryland		<u>X</u>	Metropolitan Washington Council of Governments
	<u>X</u>	Chevy Chase Village, MD		<u>X</u>	Montgomery Community College
<u>X</u>		City of Fairfax, Virginia		<u>X</u>	Montgomery County
	<u>X</u>	Clark County Administrative Services		<u>X</u>	Prince George's County Public Schools
	<u>X</u>	College Park, Maryland		<u>X</u>	Montgomery County Public Schools
	<u>X</u>	Culpeper County Public Schools		<u>X</u>	Northern Virginia Community College
	<u>X</u>	District of Columbia	<u>X</u>		Northern Virginia Regional Commission
	<u>X</u>	District of Columbia Schools	<u>X</u>		Orange County Public Schools
<u>X</u>		Fairfax County Water Authority	<u>X</u>		Prince George's County
		Falls Church City Public Schools	<u>X</u>		Prince William County
<u>X</u>		Falls Church, Virginia	<u>X</u>		Prince William County Public Schools
<u>X</u>		Fauquier County Schools	<u>X</u>		Prince William County Service Authority
	<u>X</u>	Frederick City, Maryland	<u>X</u>		Rappahannock County Public Schools
	<u>X</u>	Frederick County Maryland		<u>X</u>	Rockville, Maryland
	<u>X</u>	Frederick County Schools		<u>X</u>	Shenandoah County Public Schools
	<u>X</u>	Gaithersburg, Maryland	<u>X</u>		Stafford County Public Schools
	<u>X</u>	Greenbelt, Maryland		<u>X</u>	Takoma Park, Maryland
<u>X</u>		Herndon, Virginia		<u>X</u>	Town of Vienna, Virginia
		Loudoun County Sanitation Authority	<u>X</u>		Upper Occoquan Sewage Authority
	<u>X</u>	Loudoun County, Public Schools		<u>X</u>	Washington Suburban Sanitary Commission
	<u>X</u>	Loudoun County, Virginia		<u>X</u>	Virginia Railway Express
				<u>X</u>	Washington Metropolitan Area Transit Authority

YOU MUST RETURN THIS FORM WITH YOUR PROPOSAL PACKAGE. CONTRACT AWARD SHALL NOT BE MADE WITHOUT IT.


Vendor Name